

NORTHERN SPORTS FIELDS COMPLEX AND PARK COORDINATION
&

OVERSIGHT AD HOC COMMITTEE

Minutes of Meeting

14 November 2002, 7:00 P.M.

Marshall Community Center Annex, Marshall, VA

1. Call to Order

The November 14 2002 Meeting of the Northern Sports Fields Complex and Park Coordination and Oversight Committee (NSFC) was called to order by the Chairman, Harry Atherton, at 7:00 PM.

Committee Members and Staff Present:

Harry Atherton, Board of Supervisors

Bob Sinclair, Planning Commission

Marie Glascock, Scott District

Joan Fries, Marshall Business & Residents Association

George Downes, Jr., FYSCC

Larry Miller, Park & Rec

David Graham, Parks & Rec Board

Kathie Haggerty, Fauquier County Procurement Division

Ron Mabry, Project Officer

Cynthia Hair, Staff

2. Adoption of the Agenda

The agenda was adopted without changes.

3. Adoption of the Minutes of 10/10/02

The minutes of the October 10, 2002 meeting were approved without changes. The motion to approve was made by Mrs. Fries and seconded by Mr. Graham.

4. Project Manager's Report – Groundwater Study RFP

Closed Session

Mr. Atherton moved that pursuant to Sections 2.2-4342 and 2.2-3700.B of the Code of Virginia, as amended, that the committee enter into closed session. The motion was seconded by Mr. Graham and passed unanimously.

CERTIFICATION OF CLOSED SESSION:

WHEREAS, the Fauquier County Northern Sports Field Complex and Park Coordination Oversight Ad Hoc Committee (NSFC) convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provision of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3712 of the Code of Virginia requires a certification by this Committee that such closed meeting was conducted in conformity with Virginia Law; now therefore, be it

RESOLVED this 14th day of November 2002, That the NSFC certifies that, to the best of each member's knowledge (i) only public business matters lawfully exempted from open

meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the NSFC.

Mr. Atherton asked that committee members certify that the only topic of discussion in the closed session was the award and terms of the proposed groundwater study engineer contract. Each member was polled and each responded in the affirmative.

Motion

Mr. Atherton moved that a recommendation be made to the Board of Supervisors to award the Groundwater Study contract to Emory & Garrett Groundwater, Inc. Mr. Sinclair seconded the motion and it passed unanimously.

5. Project Design Update – Mr. Mabry

- Mr. Mabry reported on a meeting held last week with representatives from the Youth Sports Council to discuss the sports field locations and placement of structures. PHRA and Larry Miller were also in attendance. Each of the sports leagues represented on the Council provided input and sign-offs on field placements and related facilities. PHRA will use this information to prepare the final design for grading related to sports fields.
- Williamsburg Environmental continues to work on their wetlands impact report for the Army Corps of Engineers. Mr. Mabry said that Williamsburg Environmental feels that the new regulations (as of 11/01/01) will help this segment of the project move faster; however, the final grading plan is required before the report can be completed.
- Mr. Mabry said that Mr. Miller had also met with PHRA to discuss location of non-sports related structures and facilities and will be providing additional information and input on the draft design plan.
- PHRA has completed marking of the park roadway centerline so that VDOT can start their environmental assessment of the property.
- Pool Site

Mr. Mabry said that this matter was reviewed at the most recent Board of Supervisors work session and there was not a consensus for moving the pool, so the pool site will remain fixed at the park. Mr. Atherton indicated he had polled the committee members regarding their preference on pool location and that he approached the Board of Supervisors at the work session to make recommendations. He said that there was inadequate interest from the other board members so the matter did not go to a vote.

- Project Lighting Study:
Mr. Mabry said that PHRA continues to communicate with Clanton & Associates regarding the final scope of work for the lighting study. He said that certain work elements and pricing are still under negotiation. Mr. Mabry also advised the committee that he is working on a cost analysis and feasibility study to retrofit the lights on the playing field located at Coleman school. The lights on this field are very old and provide a significant amount of “sky-glow” when in use. If the lights can be retrofitted to reduce night glare there could be significant improvements for neighboring property owners. Once pricing has been secured,

Mr. Mabry will report to the committee and look at alternatives for financing that work.

- **General Information:**

- Mr. Mabry summed up saying that the design and associated work are moving ahead. Originally, the design work was anticipated for completion by January 2003 however, that work cannot be completed until February 2003. He said the timing has been delayed with efforts to secure a firm to handle the groundwater study. Emory & Garrett's report and recommendation on the location of the wells may impact PHRA's final design and the location of wells will not be determined until mid January 2003. A revised schedule indicates that construction bid documents would possibly be ready by March 2003 and construction could begin in May 2003.
- Mr. Mabry is in the early stages of site plan review with the County. He said the water study will be included with the site review when it is completed.
- Mr. Mabry informed the committee that Dr. Carter (property owner adjoining park site) has filed an extensive FOIA request and that he should have it completed within the next few weeks. Mr. Miller has sent a copy of the preferred design option to Dr. Carter for his consideration, noting that the final design will not be determined until the water study is complete.

6. Amendment(s) to Contract with FYSCC

Mr. Atherton reported that no additional activity or action has taken place on the contract amendments with FYSCC and a meeting needs to be scheduled to discuss and finalize the contract amendments.

7. Roundtable

- Mr. Downes requested a report from Mr. Miller or Mr. Mabry to track financial expenditures. Mr. Mabry stated that the County Finance office has started providing monthly reports to him and the committee will be copied on all financial reports.
- Mr. Atherton asked that an accounting be kept to delineate the costs that the County is responsible for as opposed to what is included in the Mellon Estate funding.
- Mr. Miller said the Recreational Access grant was approved for the park access road and bikeway. He said that the FY04 Parks & Recreation budget has been submitted to the Board of Supervisors for consideration.
- Mrs. Glascock said she was pleased that the water study would help the project to move along.

8. Set Next Meeting Date

The next meeting will be held Thursday, December 12, 2002, at 7:00 PM, in the Marshall Annex Building.

9. Adjournment

The meeting was adjourned at 7:50 PM.